

**BY ORDER OF THE COMMANDER,
6TH AIR MOBILITY WING**

**MACDILL AIR FORCE BASE
INSTRUCTION 21-106**

6 JANUARY 2004

Maintenance

DOCUMENTS REVIEW AND VALIDATION



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

NOTICE: This publication is available digitally on the AFDPO WWW site at:
<http://www.e-publishing.af.mil>

OPR: 6 MOS/MXOOS (SSgt Lamar)
Supersedes 6 LGOI 21-101, 1 September 2000

Certified by: 6 MXG/CC (Col Sowinski)
Pages: 4
Distribution: F

This Instruction prescribes procedures and establishes responsibilities for aircraft document reviews and validation. It applies to all maintenance activities and personnel assigned to the 6th Maintenance Group (6 MXG).

SUMMARY OF REVISIONS

This publication has been substantially revised and must be reviewed in its entirety.

- 1. References.** AFI 21-101, *Aerospace Equipment Maintenance Management* (para 7.2., para 15.2.3.4.).
- 2. General.** Units initiate document reviews and validations on assigned KC-135R aircraft at designated intervals.
- 3. Responsibilities. Home Station.**
 - 3.1. Document reviews will be conducted every 30 days, before and upon completion of periodic inspections (PE), before extended temporary duty (TDY) assignments or deployment of 30 days or more, on acceptance and transfer inspections, or other major maintenance such as programmed depot maintenance, analytical condition inspections, and fatigue tests.
 - 3.2. The Dedicated Crew Chief (DCC) or alternate will accomplish the document review.
 - 3.2.1. The DCC or alternate will ensure AFTO Form 781A, **Maintenance Discrepancy and Work Document**; AFTO Form 781D, **Calendar and Hourly Item Inspection Document**; AFTO Form 781F, **Aerospace Vehicle Flight Report and Maintenance Document**; AFTO Form 781H, **Aerospace Vehicle Flight Status and Maintenance**; AFTO Form 781J, **Aerospace Vehicle-Engine Flight Document**; and AFTO Form 781K, **Aerospace Vehicle Inspection, Engine Data, Calendar Inspection, and Delayed Discrepancy Document**, are up to date. They

will do this by using Core Automated Maintenance System (CAMS) for Airlift (G081) screen 9032F.

3.2.2. The DCC or alternate will then conduct a review with the 6th Logistics Readiness Squadron (6 LRS) Aircraft Parts Store to ensure all items on order are correct by matching the forms with Standard Base Supply System (SBSS) and G081. Maintenance will add, change, or delete document numbers, if required. Maintenance will check the tail number bins for the aircraft, and check and/or change the deferred status on jobs in G081.

3.2.3. The DCC or alternate will go to Engine Management to verify engine times, inspection, and time change items are correct.

3.2.4. The DCC or alternate will then conduct a review with the Plans, Scheduling, and Documentation (PS&D) section of all AFTO Forms 781A, 781D, 781F, 781H, 781J, and 781K to ensure they are accurate and match G081.

3.2.4.1. PS&D is responsible for scheduling and loading the document review in G081.

3.2.4.2. PS&D will verify aircraft times by checking screen 9032G against the 781J and 781H. Discrepancies will need to be validated by checking the AFTO Form 781 as the source document. Any corrections will be made by Debrief.

3.2.4.3. PS&D will ensure correct due dates for inspections and Time Change Items (TCI) by checking screen 9082 against the 781D.

3.2.4.4. PS&D will verify all current discrepancies loaded against screen 8035 versus the 781A.

3.2.4.5. PS&D will verify all current delayed discrepancies loaded against screen 8035 versus the 781K. PS&D will also verify that all document numbers are loaded correctly by comparing the aircraft's 781K against screens 8044 and 8057. The DCC or alternate will have Supply correct any discrepancies or errors in G081.

3.2.4.6. DCC or alternate will provide Aircraft/Maintenance and APU/Auxiliary battery information. Information includes expiration dates, capacitance check dates, and the serial number of each battery.

3.2.4.7. PS&D will maintain the three most current record checks.

3.2.5. DCC or alternate will go to the Aircraft Maintenance Squadron Production Superintendent in Charge/NCOIC for a review of the forms.

3.3. The PE inspection document review will be conducted during the pre-dock and post-dock meetings.

3.3.1. The DCC or alternate, 6 LRS/LGRDMA, PS&D, Engine Management, ISO Dock Chief, Production (Tanker) Superintendent, and Maintenance Superintendent will attend this meeting.

4. Responsibilities. Deployed Location.

4.1. When possible, DCC or alternate of aircraft at deployed locations will call PS&D at home station to conduct a document review by phone.

4.2. PS&D will run all applicable G081 products. The DCC or alternate will go over all forms listed in [3.2.1](#). Updates will be corrected by the appropriate home station agency.

DAVID M. SNYDER, Brig Gen (Sel), USAF
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 21-101, *Aerospace Equipment Maintenance Management*